

1. **CALL TO ORDER:**

Chair Beck called the meeting to order at 7:00 p.m.

Planning Commission Present: Tom Beck, Lisa Nakajima, Dale Smith, Phil Ruder and Hugo Rojas.

Planning Commission Excused: Sebastian B. Lawler; Carolyn Hymes

Staff Present: Jon Holan, Community Development Director; Dan Riordan, Senior Planner; Cassi Bergstrom, Planning Commission Coordinator

2. **PUBLIC MEETING:**

2.1 **PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS:**

None.

2.2 **PUBLIC HEARING:**

A. File # 311-17-000013-PLNG – Recommendation to City Council to approve the Westside Refinement Plan and accompanying implementation measures. (Public hearings have been held on May 15th and May 30th, and continued to June 5th.)

Chair Beck opened the public hearing continued from the meeting on May 30th and called for Mr. Riordan to give any more information gained since the staff report at the last meeting.

Dan Riordan, senior planner, summarized a staff report prepared to address Commissioners questions from the May 30th meeting. Specific information and approaches regarding infrastructure will be addressed when the various Master Plans are updated in 2018 to 2020.

Testimony regarding the traffic on David Hill Road was reviewed, and the staff report includes the proposed cross section for David Hill west of Thatcher Road. It will be improved to urban standards as development occurs. It's important to note that this part of the UGB has been planned for urban density since at least 1980, so the Westside Plan isn't proposing any dramatic changes from the existing designations.

Following up on the issue regarding the proposed neighborhood mixed use area between B Street and Main Street, it is 19.7 net acres and assumed to have 4.2 net acres commercial within. The idea is to have it predominantly residential with commercial uses serving the area. The staff is looking for direction from the Commission on whether to have commercial and if so, how much commercial.

The issue regarding affordable housing, Mr. Riordan stated that Commission and Council increased densities in the town center and along 19th/Pacific Avenue corridor to promote affordable housing. It is a question as to whether affordable housing will be appropriate in the Westside Plan due to the lack of services in the area.

**PLANNING COMMISSION MEETING MINUTES
FOREST GROVE COMMUNITY AUDITORIUM**

June 5, 2017–7:00 P.M.

PAGE 2 of 6

Chair Beck commented that the affordable housing that the Commission is talking about is different from the legal description of affordable housing. The Commission is referring to moderate, reasonable rated homes.

Mr. Riordan stated that there are higher density opportunities within the Westside Plan allowing 12 units per acre and an opportunity for attached units as well that could achieve the Commission's objective.

Mr. Holan stated that one aspect of affordable housing is the SDC cost. Regardless of the area, there will be an investment within. The staff is looking at options for reducing the cost of SDCs by seeking outside funding for road improvements, as an example.

Mr. Riordan spoke on the testimony heard on May 30th regarding alternative sanitary sewer services. Currently Clean Water Services does allow for the alternative septic tank system on a limited scale. This could be looked at in more detail as part of the city's Waste Management Plan in the next couple of years. There is some proposed wording for the Commission to look at reflecting that policy within the Westside Refinement Plan.

The issue of water infrastructure was also brought up, and the proposed infrastructure was included in the packet. It provides the water benefits city-wide and for the west side area in whole, not just at the 440' and above elevation.

Mr. Holan stated that the recommendation for the water storage reservoirs was based on the current Master Plan. In talking with the Engineering Department, there are some policy issues in regards to the number of facilities and infrastructure improvements. The idea is that this needs to be looked at as part of the water Master Plan update.

Commissioner Nakajima asked to give an explanation of how SDC's are crafted at the May 30th meeting. Mr. Riordan prepared an answer, stating that the SDC's are created under state law. There are specific infrastructure services that are legible for SDC charges: water, sanitary sewer, surface water, transportation, and parks & recreation. SDC's are established by the City Council adopting an ordinance, and costs/needs are identified short term and long term.

Written testimony was received from by Richard and Doreen Stenson (44872 NW Plum Hill Lane, Forest Grove, OR) regarding the opposition to improving Plum Hill Lane as an east/west collector street. They propose an alignment to the south on the Nixon/Davis property. Staff recommendation is that the proposed alignment be an alternative location after further evaluation as the TSP is updated.

Mr. Riordan offered to show slides of various maps of the area, concluding the staff report.

Chair Beck asked if the public had any questions or wanted to address the Commission.

PROPOSERS: None.

OPPOSERS: None.

OTHER:

Brad Taylor, 3351 Thatcher Rd, Forest Grove, OR:

Mr. Taylor spoke in regards to the CWS regulations. They seem to be in concurrence with state statues, and the operating body (either Forest Grove or CWS) would be in charge of the maintenance of the step system operation for the affluent septic system. State statues envision that a bunch of houses in an area be tied into the step system, not just one house as thought by CWS.

Chair Beck closed the public hearing at 7:16 p.m.

COMMISSION DISCUSSION:

Chair Beck introduced the discussion and stated that he wanted to go through the Westside Plan as three different areas. Generally speaking, a recommendation will be made to City Council in regards to the proposal with tweaking from the Commission regarding specific items. This is a long range plan with further work required. The reason to look at the West Side Project as three areas is because of the range in infrastructure costs due to the difference in elevations. The three areas are east of Thatcher Road, west of Thatcher Road, and areas above 440 feet and below 440 feet elevation.

Chair Beck asked Mr. Riordan to show the map on topography. The hilltop above 440 feet elevation has a flat area out of the UGB. The long range development plan should be included in the report.

Commissioner Nakajima stated that the Commission is to identify this project as feasible, not to specify SDC's.

Mr. Holan stated it is nearly impossible to identify exactly what those SDC's will be due to the complex questions associated with the infrastructure improvements. The various Master Plans will be updated between 2018-20 and that will be a more appropriate place to look at the details of SDC charges.

Chair Beck stated he sees some real reasons to treat this in segments so that the people closer to utilities down low aren't paying for the properties high in elevation.

Chair Beck moved on the staff recommendation of an alternative collector road.

Mr. Riordan showed the map showing an alternative location further south of Plum Hill Lane for the road other than Plum Hill Lane.

Chair Beck commented that the roads should follow the contour of the road to reduce slope, and would like to see that as a recommendation.

Commissioner Nakajima recommended that the plan be worded that a collector street will be located in the vicinity rather than the specific location of Plum Hill Lane.

**PLANNING COMMISSION MEETING MINUTES
FOREST GROVE COMMUNITY AUDITORIUM**

June 5, 2017–7:00 P.M.

PAGE 4 of 6

Chair Beck wanted to move on and discuss the Nixon property that included the mixed use neighborhood commercial area (NMU).

Mr. Holan stated that conversations were had with the developer, and they were leaning towards more of a condo approach which would require planned development review by the Commission.

Chair Beck is open to that idea, but is wondering if there is a better density category than NMU.

Mr. Holan answered that the only other density would be RML multifamily/low density. Mr. Riordan explained that neighborhood mixed use is required to go through planned development, and RML does not.

Chair Beck asked about the extent of commercial allowed in the NMU.

Mr. Holan explained that a maximum acreage is needed and a policy in the plan or, preferably, a Development Code requirement could cap the amount.

Commissioner Ruder agreed with the stipulating and capping but still allows wiggle room for development by not having it zoned so densely.

Mr. Holan stated that putting it in the Development Code puts the developer on notice as to the intent of the zoning.

Chair Beck recommended that the plan include commercial square footage to keep it as convenience neighborhood operation.

Commissioner Nakajima went on to explain her concern with the limited access visibility at David Hill Road.

Mr. Holan stated that will be focused more at site development review, and that this is a conceptual plan. Policy wise, the plan should state the need for the road, and the steep topography and access will be looked at later.

Chair Beck brought up the discussion of water, and wanted language to include other groups looking at the Master Plan in the future and not to just barge ahead. He would like the plan to say that the high elevation area (above 440 feet) needs to be looked at slowly and carefully in all aspects.

Chair Beck brought up the sewer STEP system, and explained that the system brought up by Mr. Taylor is meant for the high elevation topography. He would like the plan to be open to the wording of this affluent system because as technology changes this system could be beneficial.

Commissioner Nakajima inquired about the staff language regarding the fire station. Chair Beck replied that this should be deferred to Fire Chief's recommendation in this issue.

Chair Beck brought up the testimony and dilemma between community commercial zoning servicing people downtown versus the servicing the neighborhood on the edge of the city. Discussion was held on keeping the commercial in the west side neighborhoods. No objections.

Mr. Holan asked if 45,000 square feet of commercial space would be appropriate for that space. Chair Beck stated that it could take a bigger commercial establishment in the range of 35,000 – 60,000 square feet for the potential of something larger. Mr. Riordan mentioned that it will come before the Planning Commission for review prior to a project.

The Commission next discussed the proposed NMU designation along David Hill Road in the Purdin Road area. After discussion, the Commission determined to allow up to 150,000 square feet of commercial space but not require any specific zoning. This would allow the flexibility for the market to respond.

Chair Beck requested a motion to recommend.

Commissioner Nakajima moved a motion to recommend to the City Council approval of the Westside Refinement Plan, with accompanying implementation measures for file 311-17-000013-PLNG. Commissioner Smith seconded. Motion passed 4-0, Commissioner Ruder unable to vote as he did not attend all meetings regarding the matter.

2.3 ACTION ITEMS: None.

2.4 WORK SESSION ITEMS:

A. Redesignation of Cedar Street Industrial Zone

Mr. Holan explained that there is a property owner on Cedar Street that would like to develop his land as a single family home or duplex, but the area is zoned as general industrial as a carry-over from many years ago. The two parcels are “spot zoned” – zoned industrial but surrounded by residential designation. The staff would like direction to move forward an amendment for a redesignation of that area.

Commissioner Ruder stated this seems reasonable. Chair Beck agreed and added that spot zones are not good.

3.0 BUSINESS MEETING:

3.1 APPROVAL OF MINUTES:

Commissioner Nakajima made a motion to approve the minutes of the May 15, 2017 meeting. Commissioner Smith seconded. Motion passed 5-0.

3.2 REPORTS FROM COMMISSIONERS/SUBCOMMITTEES: None.

3.3 DIRECTOR'S REPORT:

Mr. Holan stated that at the next meeting there will be an appeal on the agenda. A discussion is needed for development code amendments in July.

Chair Beck wants staff to bring a proposal regarding co-housing developments to have a discussion on. He also inquired about Gales Creek Terrace, and Mr. Holan stated that plans are currently being reviewed in the Engineering Department.

The board discussed when the first July meeting should be, and were in agreeance with July 3rd.

Mr. Holan stated that a meeting on policy direction was held by the Affordable Housing Committee, and priorities were discussed on the 21 different action items. There will be another meeting June 21st and a work session will follow with City Council in July.

3.4 ANNOUNCEMENT OF NEXT MEETING:

Next meeting will be held on June 19, 2017 at 7 p.m.

3.5 ADJOURNMENT: The meeting was adjourned at 8:04 p.m.

Respectfully submitted by:
Cassi Bergstrom
Planning Commission Coordinator